



**TOWN OF MAYNARD
COMMUNITY PRESERVATION
COMMITTEE**

**195 MAIN STREET
MAYNARD, MASSACHUSETTS 01754**

M. John Dwyer, Chair
Rick Lefferts, Vice Chair
Steve Jones, Treasurer
Jim Coleman
Bill Cranshaw
Ellen Duggan
Tom Hesbach
Randy James
Jon Lenicheck
Anna-Lisa Lysell McLaughlin, Clerk

Meeting Minutes

Town Hall – Room 101

Wednesday, February 27, 2019, 7:00 pm

Members present: John Dwyer (JD), Bill Cranshaw (BC), Steve Jones (SJ), Rick Lefferts (RL), Randy James (RJ), Ellen Duggan (ED), Tom Hesbach (TH)

Members absent: Jim Coleman (JC), Jon Lenicheck (JL)

Others present: Paul Boothroyd, Luke Sweeney, Jim Hines, Kyle Norris, Steven Charron, Pete Waguespack, Ken Estabrook, Kaitlin Young

This public meeting was recorded.

Call to Order: The meeting was called to order at 7:03 pm.

Public comments: None

Correspondence: Invoices for the legal notices published in the Action Unlimited were received. RL motioned to approve payment. Second by ED. Unanimous 7-0 vote to approve payment.

Minutes: Revisions included clarifying language around the timeline for submitting an application for funds to repair the Clock Tower before the Fall Town Meeting and changing "CPA FY2020 Budget" to "CPC FY2020 Budget." TH motioned to approve the minutes of February 6, 2019 with revisions. Second by RL. Vote 7-0 to approve.

Administrative Issues: None

Public Hearing: At 7:12 pm, JD opened the public hearing to determine the final CPC funding recommendations for vote at the upcoming Town Meeting. RL made motion to waive the reading of the public hearing notice, as physical copies of the text were provided to guests. Second by SJ; unanimous vote to approve.

Affordable Housing Trust Fund Contribution (CH005-19): RL introduced the application for \$75K to go to the Maynard Affordable Housing Trust; the first \$25K corresponds to the annual contribution from the affordable housing reserve and the remaining \$50K will come from the budgeted reserve, with \$10K of that amount to be unrestricted in order to be able to cover some administrative expenses. RL motioned to recommend for vote at the Town Meeting the

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amount of \$75K in funds for the Affordable Housing Trust. Second by RJ and approved by 7-0 vote.

A brief discussion was had on the merits of allocating such a large sum of money in addition to the annual contribution from the affordable housing fund with no concrete upcoming or ongoing affordable housing projects proposed at this time. In order to keep more funds available in the budgeted reserve fund for other projects going forward, SJ motioned to amend the funding amount to the full \$29K available in the affordable housing reserve fund and an additional \$11k from the budgeted reserve, for a total of \$40K. Second by TH and the motion to consider the amendment was approved by 7-0 vote.

The committee discussed the advantages of contributing funds to the Affordable Housing Trust. Namely, the Trust has the flexibility to act and spend such funds in a timely manner when opportunities arise without a prior Town Meeting vote. The committee weighted this advantage with the benefit of keeping more CPA funds available for the CPC to designate toward proposed or ongoing projects, as well as discussed the actual sum of funds available in the budgeted reserve and undesignated funds. SJ motioned to amend his first amendment to \$29K from the affordable housing fund and \$21K from the budgeted reserve fund, for a total of \$50K. Seconded by TH. Motion to amend approved by vote of 4-3.

JD motioned for final vote and on recommending to the Town Meeting the amount of \$50K from the affordable housing reserve fund and budgeted reserve fund. The motion is unanimously approved.

Fowler Field Irrigation Project (REC036-19): SJ introduced Jim Hines of Friends of Maynard Soccer to give an update on the bidding process and funding status for the project. The sealed bids were opened on February 27, 2019, but as of the time of the meeting no one in attendance had received any information on the content of the bids. Steve Charron, of Maynard Youth Soccer, also addressed their efforts to raise funds to pay for ongoing maintenance. SJ noted that there would be language in the grant to ensure that CPC money would be spent last. There was a brief discussion on the scope of the base bid and possible add-alternates and the feasibility of accomplishing all aspects of the project under the projected proposed budget. This will largely depend on the bids received and how much of the 20% construction contingency will be used.

RL moved to recommend to Town Meeting the amount of \$50K from the budgeted reserve fund for the Renovation of Fowler Field, with unexpended funds as of June 30, 2021 to be returned to the funding source. Seconded by TH and unanimous 7-0 vote to approve.

Glenwood Cemetery Grave Restoration (HR027-19): ED introduced the project and informed the committee on the Boston Archdiocese's decision not to allow restoration on any stone without the prior written consent of the family who owns the stone. However, given the age of many of these stones, it is unlikely we will be able to find the remaining descendants to get said permission. Nevertheless, St. Bridget's has agreed to allow work to be done on the oldest stone, belonging to Civil War veteran James Heffernan in 1869, provided that the Historic Commission submits a letter attesting that there are no surviving descendants and that the church will not be liable for any damages caused during the restoration. The church would also like

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documentation of any work done for their records. Despite the decision of the Archdiocese, ED recommends making no changes to the funding amount, as this will allow more stones in Glenwood Cemetery to be restored in advance of the Town Sesquicentennial and it will provide a cushion should restoring the older stones prove to be costlier than average.

RL moved to recommend to Town Meeting the amount of \$10K from the historic preservation reserve fund for the Restoration of Historic Gravestones, with unexpended funds as of June 30, 2021 being returned to the funding source. Second by SJ and unanimous 7-0 vote for approval.

Conservation Fund Support (OS0023-19): Kaitlin Young, of the Conservation Commission, answered questions regarding the Fund and the status of several potential property purchases (18 Winter St. and Dewey St.).

RL moved to recommend to Town Meeting the amount of \$20K from the open space reserve fund for the Conservation Fund. Second by SJ and unanimous 7-0 vote for approval.

Ice House Landing Improvements (OS0022-19): Kaitlin Young gave a brief introduction of the proposed improvements to the Ice House Landing, including new kiosks, benches, and an interpretive trail guide. She also provided an update on the plans to involve help from an Eagle Scout or high school Senior as part of a Service Project.

RL moved to recommend to Town Meeting the amount of \$7,094 from the open space reserve fund for the Ice Housing Landing Improvements, with unexpended funds as of June 30, 2021 being returned to the funding source. Second by TH and approved by 7-0 unanimous vote.

Alumni Field Bleacher Replacement (REC034-19): As neither Mary Brannelly nor anyone from the School Committee was in attendance to support this application, the committee briefly discussed tabling the project without prejudice. However, Luke Sweeney, the resident whose child fell from the bleachers last year, underscored the safety concerns presented by the bleachers, as well as his fears that nothing will change within a year in terms of funding and the possibility of moving forward with the project. Mr. Sweeney asked whether it would be possible to secure a portion of the funding to get the ball rolling. The committee discussed voting to approve a smaller amount in order to get the project on the warrant article for vote or debate at the Town Meeting. The committee underscored that the School Committee and Mr. Sweeney should focus on continuing to put together a coalition of funding sources going forward, as it would take the CPC many years to get the full funds for a project this large.

The committee discussed recommending \$10K for the Alumni Field Bleacher project and whether or not this project should be included with all of the other applications or in a separate warrant article. The committee decided that all project applications should be presented in one warrant article, including this project.

RL moved to recommend to Town Meeting the amount of \$10K from the undesignated FY2016 fund balance for the Replacement of the Alumni Field Bleachers, with unexpended funds as of June 30, 2021 being returned to funding sources. Second by SJ and approved by unanimous 7-0

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vote.

RL moved to close the Public Hearing at 9:24 pm. Second by TH and approved by unanimous 7-0 vote.

Ongoing Projects: No new information.

Project Closeouts: None.

Next Meeting:

The next meeting will be March 6, 2019. BC will write the draft warrant article for final approval at the next meeting.

Adjournment:

TH made motion to adjourn. Second by SD. Vote unanimous. Meeting adjourned at 9:44 pm.

Documents and Exhibits used during the meeting:

- Draft minutes of February 6, 2019 meeting.
- Agenda
- 2019 CPC Project List

Date approved: March 6, 2018

Timeline of Dates for May 2019 Town Meeting – FY2019 CPA Proposals

- October 1, 2018 – Preliminary applications due
- October 3, 2018 – CPC determine eligibility and notify applications
- November 5, 2018 – Final applications due
- December 5, 2018 – CPC develops questions for applicants
- January 9 and 23, 2019 – Meetings with proponents of projects
- February 27, 2019 – Public Hearing and final vote on proposals
- March 12, 2019 – Deadline for draft warrant articles for Town Meeting